



# ARTICLE 8

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## BOARDS AND COMMISSIONS

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## **8.00.00 GENERALLY**

The departments, committees, boards, and commissions described in Article 8 are established for the purpose of implementing the provisions of the UDO. The departments, committees, boards, and commissions described in this article shall have the powers and duties described within this UDO.

## **8.01.00 CITY OF CARROLLTON PLANNING COMMISSION**

### **8.01.01 Creation**

The City of Carrollton Planning Commission, herein referred to as the Planning Commission, is created and established to be organized and empowered as provided herein.

### **8.01.02 Membership**

The Planning Commission shall consist of nine (9) members. Members shall live in the City of Carrollton and be appointed by the Mayor and City Council. The terms of the members shall be for three (3) years. Any vacancy in membership shall be filled for the unexpired term by the Mayor and City Council, who shall have the authority to remove any member for cause, on written charges, after a public hearing. All members shall serve without compensation but may be reimbursed for actual expenses incurred in connection with their official duties.

### **8.01.03 Quorum**

A quorum of the Planning Commission shall consist of five (5) voting members. Any official decision of the Planning Commission provided herein shall require a quorum.

### **8.01.04 Officers**

The Planning Commission shall elect its chairperson from among its members. The term of the chairperson shall be one (1) year with eligibility for re-election. The Planning Commission shall also elect a vice-chairperson from among its members. The term for the vice-chairperson shall be one (1) year with eligibility for re-election. The vice-chairperson shall serve as chair in absence of the chairperson.

### **8.01.05 Meetings, Rules and Procedure, and Records**

The Planning Commission shall set a regular monthly meeting time and place and meet at such other times as the chairperson or Planning Commission may determine; provided, however, that this provision shall not be construed as requiring the Planning Commission to meet when it has no regular business to transact. All meetings of the Planning Commission at which official action is taken shall be open to the public, and all records of the Planning Commission shall be public records. The Planning Commission shall make its own By-Laws and Rules of Procedure.

## **8.02.00 CITY OF CARROLLTON BOARD OF DEVELOPMENT APPEALS**

### **8.02.01 Creation**

The City of Carrollton Board of Development Appeals is hereby created and shall be a part of the planning functions of the City of Carrollton. The Board of Development Appeals shall hear and decide appeals and variances to the UDO, as provided in this UDO.

### **8.02.02 Membership**

The Board of Development Appeals shall consist of five (5) members. Members shall live in the City of Carrollton and be appointed by the Mayor and City Council. The terms of the members shall be for three (3) years. Any vacancy in membership shall be filled for the unexpired term by the Mayor and City Council, who shall have the authority to remove any member for cause, on written charges, after a public hearing. All members shall serve without compensation but may be reimbursed for actual expenses incurred in connection with their official duties.

### **8.02.03 Quorum**

A quorum of the Board of Development Appeals shall consist of three (3) voting members. Any official decision of the Board of Development Appeals provided herein shall require a quorum.

### **8.02.04 Officers**

The Board of Development Appeals shall elect its chairperson from among its members. The term of the chairperson shall be one (1) year with eligibility for re-election. The Board of Development Appeals shall also elect a vice-chairperson from among its members. The term for the vice-chairperson shall be one (1) year with eligibility for re-election. The vice-chairperson shall serve as chair in absence of the chairperson.

### **8.02.05 Meetings, Rules and Procedure, and Records**

The Board of Development Appeals shall set a regular monthly meeting time and place; provided, however, that this provision shall not be construed as requiring the Board of Development Appeals to meet when it has no regular business to transact. All meetings of the Board of Development Appeals at which official action is taken shall be open to the public, and all records of the Board of Development Appeals shall be public records. The Board of Development Appeals shall make its own By-Laws and Rules of Procedure.

## **8.03.00 CITY OF CARROLLTON HISTORIC PRESERVATION COMMISSION**

### **8.03.01 Creation**

The City of Carrollton Historic Preservation Commission is hereby created and shall be a part of the planning functions of the City of Carrollton.

### **8.03.02 Membership**

The Historic Preservation Commission shall consist of five (5) members appointed by the Mayor and City Council. All members shall be residents of the City and shall be persons who have demonstrated special interest, experience or education in history, architecture or the preservation of natural resources. The terms of the members shall be for three (3) years. Members shall not serve more than two consecutive terms. Any vacancy in membership shall be filled for the unexpired term by the Mayor and City Council, who shall have the authority to remove any member for cause, on written charges, after a public hearing. All members shall serve without compensation but may be reimbursed for actual expenses incurred in connection with their official duties.

### **8.03.03 Quorum**

A quorum of the Historic Preservation Commission shall consist of three (3) voting members. Any official decision of the Historic Preservation Commission provided herein shall require a quorum.

### **8.03.04 Meetings, Rules and Procedure, and Records**

The Historic Preservation Commission shall set a regular monthly meeting time and place; provided, however, that this provision shall not be construed as requiring the Historic Preservation Commission to meet when it has no regular business to transact. All meetings of the Historic Preservation Commission at which official action is taken shall be open to the public, and all records of the Historic Preservation Commission shall be public records. The Historic Preservation Commission shall make its own By-Laws and Rules of Procedures.